

**Louisiana Behavior Analyst Board**  
**BOARD MEETING MINUTES: February 4, 2014**  
*APPROVED: April 8, 2014*

The meeting of the Louisiana Behavior Analyst Board (Board) was called to order by Chair Emily Bellaci at 12:45 p.m., Tuesday, February 4, 2014, at 8706 Jefferson Highway, Suite B, Baton Rouge, LA 70809. Present were Board Members, Cassie Bradford, Jenny Longwell, Ph.D., Ellen Brocato, Kathy Chovanec and Marc Zimmermann, Ph.D. MP (ex-officio nonvoting member); and, Executive Director, Kelly Parker. The following members of the public were also present: Carolyn Barahona, Ana Villanueva, Amanda Fullbright, Jane Morton, Ph.D., Grant Geautreaux, Ph.D., Kacie Fontenot and Flavia Ploog.

Ms. Bradford moved to accept the February 4, 2014 agenda, no objections or abstentions. Dr. Longwell moved to accept the January 7, 2014 minutes, no objections or abstentions. Ms. Brocato moved to accept the January 13, 2014 minutes, no objections or abstentions. Ms. Bellaci requested that the chair of each committee provide reports to the Board for discussion.

Pursuant to **LSA R.S.42: 6.1(4)**, Ms. Bellaci moved to enter Executive Session to review legal matters and discuss applicant files for licensure review. The motion passed by unanimous roll call vote of the members present as follows: Bellaci-yay, Bradford-yay, Longwell-yay, Brocato-yay and Chovanec-yay.

Ms. Bellaci closed Executive Session and reported the following:

**Credentials Review Committee:** The Board reviewed the complete behavior analyst application files of the following: Lloyd Boudloche, Jr., Kaycie Stacy, Janice Huber, Daniel NoackLeSage, Justin Daigle, Karen Sheridan, Ph.D., Jane Morton, Ph.D., Kathryn Barlow, Kathleen Fontenot, Grant Gautreaux, Ph.D., Carolyn Barahona, Corrina Carotti, Ana Villanueva, and Flavia Ploog Ms. Bellaci moved to approve and grant licensure to the applicants. The Board discussed the motion. The motion passed by a majority vote of the Board.

The Board reviewed the following line technician registration files: Alexis Acreman, Renee Angelle Alexa Austin, Suzanne Bailey, Amelia Banks, Jordan Bedford, Victoria Bergerone, Lorne Bourgeois, Mariena Bracey, Noel Breaux, Brett Brown, Gabrielle Burns, Alakia Butler, Casey Chabaud, Shaely Cheramie, Byrnna Clary, Cassandra Collins, Kyndl Crouse, Jeanne Cunningham, Deja Cutno, Alexandra Danos, Sydney Dawes, Megan Dunn, Aubrey Ellis, Philip Espinoza, Holly Faucheux, Emily Faust, Susan Fontenot, Emily Garrett, Katherine Gilmore, Rachel Goldin, Kylie Gould, Chrisine Greenbaum, Katherine Hammer, Ayanna Harley, Meredith Harris, Brooke Hebert, Rachel Heitzmann, Lauren Hurdle, Mellissa Johnson, Meghann Kernan, Emily Kramer, Alexandria Lamanna, Simone Laroussini, Scott Lepley, Elizabeth Lopez, Anna Lovelace, Deliah Medes d Gouveia, Sarah Merrifield, Caroline Nelson, Quateshia Noel, Lauren Ortego, Julie Osterberger, Mallory Palmisano, Lyndsey Parker, Lauren Perret, Corinne Rapier, Morgan Reeves [Fontenot] Adrienne Renfrom, Kabrena Robinson, Rand Rutlege, Sarah Saik, Stephanie Slay, Jenny Smith Moses, Danae Spillman, Kaitlyn Stockton, Brittany Tassin, Victoria Testa, Dominique Thibodeaux Lauren Thibodaux, Audra Tousaint, Lauren Turner, Lauren Villa, Kimberly West, Alexis Wiley, and Camile Young. After careful review and discussion, Dr. Longwell moved to grant the registrations. The motion passed by majority vote of the Board. Ms. Bradford moved that effective February 4,

2014 the Board grant the administrative staff to approve the line technician registrations if the supervising BA is licensed. The motion was discussed and passed by a majority vote of the Board.

The Board reviewed the file of behavior analyst applicant, Megan Perkins. Ms. Bellaci moved to request additional information regarding the answers to Part IV of the behavior analyst application. The motion passed by majority vote of the Board. Ms. Bellaci requested that Ms. Parker contact the Ms. Perkins for additional information.

The Board reviewed Dr. Catherine Minch's answers to Part IV of the behavior analyst application and supplemental documentation submitted by Dr. Minch. After careful review and discussion, Dr. Longwell moved to allow Dr. Minch to proceed with the licensure process. The motion passed unanimously.

The Board reviewed the file of line technician applicant, Ashley Thorgeson. The Board discussed the file. Ms. Brocato moved to request additional information regarding the answers to Part IV of the line technician application. The motion passed by majority vote of the Board.

The Board reviewed the file of line technician applicant, Brooklyn Taylor. The Board discussed the file. Ms. Brocato moved to request additional information regarding the answers to Part IV of the line technician application. The motion passed by majority vote of the Board.

**Complaints Committee [LSA-R.S.42:6.1]**: Ms. Bellaci requested that the Board review the language found on TCC's website. After careful review and discussion, Ms. Bellaci moved to notify TCC of the components of Act 351 and encourage compliance by March 4, 2014. The motion passed unanimously. Dr. Longwell also encouraged the board to look at the EAC and GHA. After considerable review of ECA and GHA's websites, Ms. Bellaci moved to notice EAC and GHA as well. The motion passed unanimously.

**Finance Committee**: Ms. Chovanec presented the Board with the January invoice from LSBEP in the amount of \$2,025.68 and other related expenses. The Board also reviewed financial statements prepared by Ms. Dominique. The Board discussed the expenses. Dr. Longwell moved to approve the January expenses.. The motion passed by majority vote of the Board.

**Jurisprudence Examination Committee**: No new report.

**Legislative Oversight Committee**: Ms. Bellaci, Co-Chair, addressed the Board regarding comments received from the public regarding the Notice of Intent published for applications and fees. Ms. Parker explained that 2 of the comments were anonymous and the other was LABAA. The Board reviewed and acknowledged receipt of same. The Board reviewed draft renewal rules. Ms. Bellaci directed Ms. Parker to finalize the rules for final review in March. Ms. Bellaci also addressed the Board regarding the upcoming 2014 legislative session. Ms. Bellaci pointed out that draft changes were proposed and available for your review in the binders. Specifically, the changes were to the qualifications of line technician section and the student exemption section. Ms. Bellaci reminded the Board that legal counsel recommended creating an emergency provision in the rules. The Board

reviewed and discussed the changes. Ms. Bradford moved to accept the changes to Act 351, the motion passed by majority vote of the Board.

**Policies and Procedures Committee:** Dr. Longwell reported to the Board that she was continuing to update forms as necessary. She noted that she would also continue to work on policies in conjunction with renewals.

**Continuing Education Committee:** Dr. Longwell reported that the committee is currently working on formulating continuing education requirements to begin in conjunction with the December 31, 2015 renewal.

**Discussion Items:**

1. **Substitution of Line Technicians:** Ms. Parker inquired with the Board regarding a policy on the substitution of line technicians. She noted that there had been inquiries concerning the amount of time a tech could substitute before having to apply for registration under the behavior analyst. The Board considered the inquiry. The Board agreed to consider the question and table the decision until an upcoming meeting.
2. **Request from Janice Huber – LSBEP/LBAB MOU\*:** Ms. Parker presented the Board with communication from Ms. Huber requesting a copy of the LSBEP/LBAB MOU. The Board discussed the request and agreed that copying fees would apply. Ms. Bellaci directed Ms. Parker to invoice Ms. Huber for the costs and provide the document upon payment.

Dr. Zimmermann moved to adjourn the meeting at 3:15 p.m. The motion passed.